

**STATE EMPLOYEES CHARITABLE GIVING CAMPAIGN
ADVISORY COUNCIL MEETING
Wednesday October 19, 2011 3:30pm
555 Fuller Conference Room**

1. Greeting/Call to Order.
2. Review minutes from September 21, 2011 meeting.
3. Review meeting agenda and advisory committee members' schedules for the upcoming meetings.
4. Fiscal Agent Report - Tim
5. Program Contractor's Report – Beki –Cassandra Gauer (Facebook)
6. Chairman's Report – Jack –
7. D of A Liaison's Report – Helen
8. Public Comment – members of the public
9. Other Business/Adjourn

**STATE EMPLOYEES' CHARITABLE GIVING CAMPAIGN
ADVISORY COUNCIL MEETING
Wednesday, September 21, 2011, 3:30 p.m.
555 Fuller Conference Room**

1. **Greeting/Call to Order.** Chairman Jack Lynch called the meeting to order at 3:35 p.m. Members present: Jack Lynch, Mary Wright, Kirsten Wrzesinski, Marcia Armstrong, Marie Matthews, Trish Stroman and Gary Owen (by telephone). Contractors present: Beki Brandborg and Tim McCauley. Staff present: Helen Betts.
2. **Review Minutes from August 17, 2011, Meeting.** Brandborg moved, seconded by Armstrong, to approve the minutes. The motion passed.
3. **Review Meeting Agenda and Advisory Council Members' Schedules for the Upcoming Meetings.** The next meetings are scheduled for October 19, November 16 and January 2 (Celebration at noon in the Rotunda).
4. **Fiscal Agent's Report.** McCauley discussed the 2010-2011 revenue and expense reports, and indicated that there had been only a couple of expenses paid. He distributed copies of the 2011-2012 revenue and expense reports. The non-Campaign revenues exceed the budget amount. Matthews moved, seconded by Brandborg, to accept the financial reports. The motion passed.

5. Program Contractor's Report. There is an in-person volunteer training on Thursday, September 22 at 3:00 in Room 303 of the Capitol. The webinar training had a good turnout. She is in the process of distributing Campaign materials. Other upcoming events are:

- Sunday, September 25 is the day to install Campaign yard signs around town. Volunteers should meet at the north entrance to Fish, Wildlife and Parks at 11:00 a.m.
- Monday, September 26 is the Campaign kick-off and Non-Profit Fair from 10:00 to 2:00 in the Rotunda. There are 77 non-profits signed up to display. Director Kelly will send an e-mail to state employees that day encouraging them to visit the Fair on breaks and at their lunch hour. WalMart donated a television to be given in a drawing at the Fair.
- Lynch and Brandborg shot the training video and a non-profit participant video. The videos are posted on the Campaign website and linked to our Facebook page, which Cassandra Gauer has set up for us.

6. Chairman's Report. Lynch asked Brandborg whether her current compensation is adequate. She said it was. Lynch said he would send her a contract.

7. D of A Liaison's Report. There was no report.

8. Public Comments. There was no public comment.

9. New Business/Adjourn. There was no new business. Lynch adjourned the meeting at 4:15 p.m.